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## ELECTION INSPECTOR TRAINING PROGRAMS: RESOURCE ORDER FORM

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**Submit by mail or fax to:** Michigan Department of State, Bureau of Elections  
P.O. Box 20126  
Lansing, MI 48901-0726  
Fax: (517) 241-4785

- I. MANAGING YOUR PRECINCT ON ELECTION DAY, ELECTION INSPECTORS' PROCEDURE MANUAL** (Easy "flip-chart" reference to the laws, rules and procedures governing the operation of polling places.) **NOTE: QUANTITIES DISTRIBUTED BY STATE TO ALL COUNTIES IN EVEN NUMBERED YEARS.**
- II. TRAINING ELECTION INSPECTORS OUTLINE** (Training outline for use with Election Inspectors' Procedure Manual above)

Check (✓) to Request: \_\_\_\_\_

- III. MANAGING YOUR PRECINCT ON ELECTION DAY** (Power Point presentation covering election inspector responsibilities tailored to "type" of voting system used in the precinct.)

Check (✓) to indicate type(s) requested:

- |    |                         |       |
|----|-------------------------|-------|
| 1. | Optech – Optical Scan   | _____ |
| 2. | AccuVote – Optical Scan | _____ |
| 3. | Insight – Optical Scan  | _____ |
| 3. | M-100 – Optical Scan    | _____ |

- IV. ELECTION INSPECTOR TRAINING VIDEO** (Video covering the processing of voters in an optical scan precinct – 50 minutes)

Indicate Number Requested: \_\_\_\_\_

- V. MICHIGAN VOTES OPTICAL SCAN** (Focuses on optical scan systems. Demonstrates how to vote on the system, marking the ballot, and advantages of optical scan technology – 18 minutes)

Indicate Number Requested: \_\_\_\_\_

- VI. MICHIGAN VOTES** (Provides general information regarding Michigan's voter registration and voting processes)

Indicate Number Requested: \_\_\_\_\_

**VII. ELECTION INSPECTORS' GUIDE (Technical guides tailored to "type" of voting system used focusing on OPENING THE POLLS, CLOSING THE POLLS, WHAT IF'S, DETERMINING THE VALIDITY OF BALLOT MARKINGS, and BALLOT SECURITY)**

Check (✓) to indicate type(s) requested:

- |    |                         |       |
|----|-------------------------|-------|
| 1. | Optech – Optical Scan   | _____ |
| 2. | AccuVote – Optical Scan | _____ |
| 3. | Insight – Optical Scan  | _____ |
| 3. | M-100 – Optical Scan    | _____ |

**VIII. QUESTION AND ANSWER EXERCISES (Participant exercises with "Instructor's Version" answer sheets.)**

Check (✓) to Request: \_\_\_\_\_

**IX. TRANSPARENCY TEMPLATES (8 ½ X 11 paper templates for making overhead projector transparencies.)**

Check (✓) to request:

- |    |                             |       |
|----|-----------------------------|-------|
| 1. | "Generic" Precinct Forms    | _____ |
| 2. | Optical Scan                | _____ |
| 3. | Absent Voter Counting Board | _____ |

**X. INSTRUCTIONS FOR THE CONDUCT OF ABSENT VOTER COUNTING BOARDS (Manual reviewing the provisions governing the establishment and conduct of absent voter counting boards.)**

Check (✓) to request: \_\_\_\_\_

**XI. ELECTION INSPECTORS' EXAM (Exam designed for emergency use only; may be used for one election in lieu of attendance at a training program conducted by an accredited instructor.)**

Check (✓) to request:

- |    |                             |       |
|----|-----------------------------|-------|
| 1. | Optical Scan                | _____ |
| 2. | Absent Voter Counting Board | _____ |

Name: \_\_\_\_\_ Phone # \_\_\_\_\_

Shipping Address: \_\_\_\_\_

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